

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

1023 Callowhill Street, Philadelphia, PA 19123
Wednesday, June 17, 2020, 6:30 p.m.
Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Heather Davis-Jones, Simon Liu, Tim Matheney, Selina Morales, Ed Nakawatase, Neeta Patel, Alan Phan, Allaire Wohlgemuth
Staff Present: David Brown, Pheng Lim, Ellen Somekawa
Public Present: Xu Lin, Kenzo Sung, Nanme Zheng

I. Call to Order: Selina Morales

II. Introductions of prospective Board members and new guests

III. Principal's Report Pheng Lim

- Just finished with students last week. This is the last week for teachers
- How FACTS is addressing the Black Lives Matter movement and the police killing of George Floyd
 - Letter from the Principal
 - Principal, Directors of School Culture, and Social Worker held open conversations with students; parents were invited. Middle school teachers addressed the issue more directly in classes and morning meeting
 - It was important to hear parent voices; there was a necessary sharing of different perspectives.
 - As a school there is a lot more work to do to address racism and the other isms. Want to work on addressing racism more directly and specifically
 - Being remote, it is harder to provide emotional support for students, and this year we had ten new staff so we didn't feel that our whole staff was equipped to have these conversations with students.
 - Sent resources home about how to talk to children about these issues of racism and police violence
 - Want to work on getting more parent support
- Our 15th Play Day was held remotely. Teachers created 36 student challenges and live sessions. There were 1464 views of our Play Day playlist. Teachers went all out
- End of year celebrations had different themes: third grade camping celebration, fourth grade fancy party, 6th grade DJ party. Different grades were very different but all felt great.
- 8th Grade Promotion Ceremony: The most impactful moments were students sharing advice and memories. We will be holding a Promotion Drive through celebration; or for those unable to make it, we are driving their certificates and t-shirts to their homes.
- We are surveying parents and teachers about their virtual learning experiences, using surveys to improve what we are doing

- We are holding five Summer Programs: ESY, ELA, Math, FACTS Class, Stars

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 May 20, 2020.

Moved: Heather Davis-Jones

Seconded: Neeta Patel

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

V. Finance Report

Finance Committee Report

Neeta Patel

Finance Committee met. FACTS is ending the year with a surplus despite the many adjustments we had to make this year. Per pupil allotment for 2020-21 came in above what we had expected. There was a small reduction in our 2019-20 per pupil funding because there were adjustments to the School District's Average Daily Membership numbers. We still have a healthy sized cash reserve. Appreciate David's going into the office to prepare for the audit and to handle other business.

Report on the May Financial Statements

David Brown

The school closure resulted in some decreases in spending and some decreases in revenues. Finance Director is working on a revision to the adopted budget now that we have the 2020-21 per pupil rate as well as new information about new grants funding.

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

Moved: Ed Nakawatase

Seconded: Alan Phan

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

VI. Strategic Planning Process

Selina Morales

Proposed new focus of the Strategic Planning Process and proposed Board, Admin, Instructional Leadership Retreat the first week of July. Block out three hours. Please respond to the doodle poll in the chat. A second, smaller group would hold a second session to synthesize in late July. Selina and Ellen will work with consultant to give shape to the retreat.

Relationship building, reaffirmation of the mission, reexamination of how the mission plays out in the curriculum, what online learning means for us, how to focus on anti-bias/anti-racist education and how to deepen our commitment.

VII. Committee Reports

- Nominations Selina Morales
 - Nomination of Kenzo Sung and Xu Lin to the Board of Trustees
 - Heather volunteered to join the Nominations Committee

- Development Alan/Allaire
 - Reminder to Board members to fulfill their Board Pledges by the end of June (find the link to the Donate to FACTS button in the live chat)
 - Large gift to FACTS to pay for 300 ChromeBooks so that every FACTS student will have their own ChromeBook; this will help us prepare for anticipated pandemic related school closures.

- Policy Pooja Agarwal
 - Policies will be needed in regards to Covid 19 and school reopening. The committee is researching in the areas of health and environment, HR, school closures

VIII. Executive Session

- Discussing certain public safety issues if disclosure of the information discussed would be reasonably likely to jeopardize or threaten public safety or preparedness or public protection. [Presentation of the mandated Safety and Security Practices Report]

IX. Elections to the Board of Trustees

7. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School elects Kenzo Sung to the Board of Trustees of FACT Charter School.

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School elects Xu Lin to the Board of Trustees of FACT Charter School.

Moved Resolutions #7 and #8: Allaire Wohlgemuth

Seconded: Pooja Agarwal

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

X. Other Action Items

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with KIT Communications for the provision of a Thermal Scan Camera in an amount not to exceed \$16,000.

- Can we require families to undergo antibody testing prior to returning to school. Testing is free.
- Can you request a list of clients and satisfaction levels for the thermal scan camera?
- Can ask more about what Penn Med is using
- It's a risk management question too; we need to mitigate risk as much as possible
- 75% of staff said that they would feel more comfortable returning to work if there is temperature checking at the door
- Feel that we should approve the purchase of an FDA approved device
- Ellen will send a link with product information to the Board

Moved: Simon Liu

Seconded: Neeta Patel

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

Abstaining: Allaire Wohlgemuth

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with MACCS for the provision of health services in an amount not to exceed \$67,000.

Discussion:

- How to meet compliance for testing if not everyone is on site
- How will billing work if we aren't in school?

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with EXUDE for Human Capital Services in an amount not to exceed \$10,000.

12. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with BTC foods for the provision of school lunches in an amount not to exceed \$200,000. [full RFP process happened last year, can renew up to four years]

13. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Philly Concrete and Asphalt Construction Company in an amount not to exceed \$8,000 [two written bids received]

14. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for the 2020-21 Covid-19 Health and Safety Grant in the amount for which the school or LEA is eligible.

15. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for the NOVO SEL Grant in the amount of \$25,000.

16. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for a National Endowment for the

Arts CARES Grant in the amount of \$50,000 in order to maintain our folk arts residencies through the end of 2022.

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

Jennifer Lunstead, Intervention Teacher, \$61,547
Jennifer Lunstead, Response to Intervention Coordinator, \$5,000
Weixia Sun Louie, SPED Teaching Assistant, \$33,000
George Dougherty, SPED Teacher, \$57,913
Marley Asplundh, Intervention Teacher, \$44,000
Samantha Smith, Long Term Substitute, \$25/hour
Samantha Smith, Per Diem Substitute, \$20/hour
Catherine Pickering, Teacher, \$57,777
Wen Lei, Technology Manager, \$60,000

18. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the hiring of the following staff for FACTS Summer Programs:

Renee Burgos	Teacher	\$	1,150
Thomas Strube	Teacher	\$	1,150
Jessica Riniti	Teacher	\$	1,150
Mariko Franz	Teacher	\$	1,150
Gabrielle Wilkinson	Teacher	\$	1,150
Alison Hudecek	Teacher	\$	1,150
Jill Benowitz	Coordinator	\$	2,500
Alison Buozis	Teacher	\$	1,500
Rachel Ziebel	Teacher	\$	1,500
Jill Lingenfelter	Teacher	\$	1,500
Galen Fitzpatrick	Coordinator	\$	2,500
Aurelia Bonitatis	Teacher	\$	1,150
Linda Wai	Teacher	\$	1,150
Biaohua Lei	Teacher	\$	1,150
Janice Fan	Teacher	\$	7,500
Alexis Adams	Teacher	\$	1,150
Lucinda Megill Legendre	Teacher	\$	1,150
Michele Grant Venuto	Teacher	\$	1,150

Moved #10 - #18: Allaire Wohlgemuth

Seconded: Tim Matheney

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

XI. Honoring the Board Service of Simon Liu and Ed Nakawatase

XII. Adjournment

Moved to Adjourn: Pooja Agarwal

Seconded: Heather Davis-Jones

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