

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

1023 Callowhill Street, Philadelphia, PA 19123

Wednesday, July 15, 2020, 6:30 p.m.

Via Zoom Meeting (Zoom Invitation posted on website)

MINUTES

Present: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung

Staff Present: Pheng Lim, Ellen Somekawa

Public Present: Doug Paletta

I. Call to Order: Neeta Patel

II. Swearing in of new Board members

I, Kenzo Sung, 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 my office with fidelity.

I, Xu Lin, 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 my office with fidelity.

III. Principal's Report Pheng Lim

Working hard on planning the re-opening

- Shared updates of our plans with staff: using data to guide us, we are leaning towards the hybrid model or full virtual depending on how the pandemic is impacting Philadelphia

A parent meeting will be held on July 20, with different zoom meetings in different language groups

Summer Programs have started

Discussion:

- Will FACTS be offered an all online option?
 - SDP is not offering 100% remote in the individual school buildings, but will offer a centralized online academy with a curriculum that isn't necessarily tied to their own school's curriculum. Parents need to commit to a full quarter and then can choose to transition back to their school.
 - FACTS is researching live streaming technology options.
- In the hybrid model, what will instruction look like?
 - Probably will be a combination of synchronous and asynchronous teaching and learning.
- What is FACTS doing about immuno-compromised staff?

- Staff concerns were raised following the staff meeting: Admin is crafting responses to staff. We need to balance being responsive to staff concerns with our need to focus our work.
- Will windowless rooms be used?
- Has there been consideration of having younger students in school and older students more remote?
 - The math of it doesn't work. We have too many younger students to create reduced density with that model.

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 June 17, 2020.

Moved: Allaire Wohlgemuth

Seconded: Pooja Agarwal

Yes: Pooja Agarwal, Heather Davis-Jones, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung

Abstained: Xu Lin

V. Finance Report

Finance Committee Report

Neeta Patel

The Finance Committee did not meet in July. David is focused on closing out the year.

As is customary, the Board will not review the June financial statements at its July meeting. Because June is the last month of the fiscal year, it takes more time to finalize the financial statements. The Board will review and approve the June financial statements at a later date.

VI. Strategic Planning Process

Debriefing the Strategic Planning Session

Selina Morales

A goal was to create connections between board members and staff. How did people feel?

- Break out sessions allowed time to interact with staff and get to know people and learn their perspectives and concerns.
- Felt affirmed by where we are as a group in our mission and the kind of community we want to build. This is important in this time as we're faced with such big challenges.
- First time meeting staff and teachers. Discussions were all over the place: from social issues to how to do online learning. We need to do more focused follow-ups on specific topics. e.g. one on social justice, another on online learning, etc. because all need time for in-depth discussion.
- Nice to hear directly from staff. Would have wanted to have mixed up the groups to hear from a variety of staff members. Found the notetaking process

confusing because the questions were overlapping. Hard to write on one Googledoc at the same time.

- Got to see my child's teacher, and it was good to hear her perspective. The time went so quickly. Appreciated people's commitment to FACTS to meet for three hours on a Saturday.
- Best thing was talking to staff. Found them bright and thoughtful and the board was also humanized. Some questions could have been sharpened a bit. The challenge of wanting to create room for new insights while keeping the conversation moving forward.
- Well organized and facilitated. Got to meet staff members. We are facing the pandemic of our lives, but staff's spirits were there. They were engaged and it was energizing.
- Appreciated getting to know a newer staff member. Successful in connecting people.
- Repetitiveness of the questions: because the staff is so present with the mission, the intent was to have the second half push deeply into what the mission calls us to do in this moment. It turned out that the discussion went there very quickly in the first half of the meeting.
- I hope that we can use this tool of Zoom to keep parents more connected to the school.

Next Steps: Steering Committee will review the notes and plan a second gathering to generate more concrete steps.

VII. Committee Reports

- Nominations Selina Morales
 - Heather has joined the committee. Will be working on generating a good list of new candidates.
- Development Allaire Wohlgemuth
 - Development Committee met to discuss what can be done in the current context. Talked about the 5K for October 2021. We need to be able to get more large corporate donors. Working on expanding the Development Committee. Reaching out to past 5K participants to say we aren't doing the 5K this year but plan to do it in 2021.

Discussion:

- Maybe add to our messaging, if FACTS is part of your annual giving, consider giving. We need it more now than ever.
 - Could we segment our list into those who have been giving more in the past? They may be well positioned to give. It isn't an insult to get asked.
 - A communication to corporate sponsors: we aren't doing the 5K this year but keep us in mind.
 - Maybe sending our WHYY Movers and Makers Segment would be a way of connecting with donors.
- Policy Committee Pooja Agarwal
 - We have many policies to approve next month. We are short a member and could use help on a temporary basis if any other Board

members want to join in. [Tim volunteered to join the Policy Committee for two months]

VIII. Lease Reimbursement Affirmation

3. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves applying for the Pennsylvania Lease Reimbursement Program and affirms that the rent paid by FACTS in fy2019-20 was \$627,812.50.

Moved: Alan Phan

Seconded: Heather Davis-Jones

Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung

IX. Other Action Items

4. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Funds for Learning for the provision of E-Rate consulting services in an amount not to exceed \$7,000.

5. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School authorizes Funds for Learning to act as agent and on behalf of FACTS for all E-Rate matters.

6. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves entering into an agreement with the University of the Arts for the provision of student teachers.

7. 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 increased from the previously approved amount of \$200,000 to \$240,000. [the approved amount at the last Board meeting does not cover the increased cost of individually packaging meals and providing frozen meals for students to take home]

8. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with A-One Asphalt Paving LLC in an amount not to exceed \$6,000 [this bid came in below the previously approved contractor's bid]

9. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Enspire Consulting for the provision of School Psychologist services in an amount not to exceed \$45,000.

10. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Nyman Associates for the provision of Speech Language Pathology services in an amount not to exceed \$120,000.

11. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Today's Classroom LLC for the provision of student desks in an amount not to exceed \$5,000.

12. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Global Industrial for the provision of bottle fillers in an amount not to exceed \$5500. [Two quotes received, including one approved by CoStars. This is the cheaper bid]

13. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with VIG Solutions for the provision of Chromebooks in an amount not to exceed \$95,000. [Three quotes received. This is the cheapest bid and is able to supply the quantity we need in a more timely way]

14. BE IT RESOLVED that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with VIG Solutions for the provision of Chromebooks Charging stations in an amount not to exceed \$10,000. [Three bids received; this is the cheapest.]

Moved #4 -14: Heather Davis-Jones

Seconded: Allaire Wohlgemuth

Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung

Discussion:

- Are we rethinking the purchase of the thermal scan camera?
 - Our funds could be better spent on other safety measures like buying each child a face shield, extra masks, etc.
 - Ask parents to be responsible for checking children's temperatures at home.
 - Ask if anyone else in the household is showing symptoms.
 - Decision to not move ahead with thermal scan camera.

XI. Adjournment

Moved to adjourn: Allaire Wohlgemuth

Seconded: Heather Davis-Jones

Yes: Pooja Agarwal, Heather Davis-Jones, Xu Lin, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung