

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

1023 Callowhill Street, Philadelphia, PA 19123  
Wednesday, September 16, 2020, 6:30 p.m.  
Via Zoom Meeting (Zoom Invitation posted on website)

**MINUTES**

**Present:** Pooja Agarwal, Heather Davis-Jones, Tim Matheney, Selina Morales, Neeta Patel, Alan Phan, Kenzo Sung, Allaire Wohlgemuth

**Staff Present:** David Brown, Pheng Lim, Ellen Somekawa

**Public Present:** Andrew Lee

**I. Call to Order:** Selina Morales

Selina guest edited the most recent issue of the Journal of Folklore and Education and featured FACTS work <https://www.locallearningnetwork.org/journal-of-folklore-and-education/current-and-past-issues/teaching-for-equity/>.

**II. Principal's Report** Pheng Lim

- Seven days in
- Attendance has been 96-98% daily
- BTSN: next week: split into two nights K-4; and 5-8
- Packet Pick-ups will be next week: All families are required to come by FACTS to pick up workbooks, and other resources for learning
- Minor incidents of Zoom crashers last week
  - Passcodes were changed and we are transitioning to accessing Zoom sessions via Google Calendar
- DRA (Developmental Reading Assessment) is going on. This will give us a baseline assessment for all students. We are anticipating that there will be a learning loss from the school closure.
- Universal Screeners in math are being given next week
- Enrollment: we have ten slots to fill
- We had a Kindergarten drive through and virtual meet and greet
- Thank you to Neeta, T. Vince, T. Ray, and six teacher tech leaders who are helping FACTS transition to Google Suites and Google Classroom
- Some positive feedback from students on Google Classroom. Some students reported having more confidence and calm about navigating getting to class
- Third grade classroom: what is something that is going well; "the night before school I was filled with joy and almost cried, looking forward to school."
- It is hard for younger students, K-3. Teachers are enthusiastic and creative, but remote learning is hard for the youngest students especially.

Discussion of the first week and a half of school: attendance, high points, challenges. Parents' view:

- First grader is struggling; fourth grader has been more successful.
- Tech Pick up went really smoothly; set up was simple and easy to get up and running. First grade child is accessing instruction at her day care. Reported for the first time feeling sleepy during one class. Got a prize for sticking to it all day long.
- First grader and a fourth grader. Harder for the younger child. Very hard. Mistakenly went to the wrong class today.
- First grader and fourth grader. Fourth grader was taught to use email and had his first chance to connect with his friends, so he started sending emails to his friends in breaks between classes. Nice that the teacher opened up the possibility for students to connect with their friends.

### **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 August 19, 2020.

Moved: Neeta Patel

Seconded: Pooja Agarwal

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

### **IV. Finance Report**

Finance Committee Report

Approval of the August Financial Statements

Neeta Patel

David Brown

This is a busy time and we are in the middle of our audit. Need to revise our budget. Financial statements give a good idea of our cash flow and financial position, but we need to review how the pandemic has impacted our finances. There is a big accounts receivable. We may owe some to the School District since our enrollment is smaller this year than last year. This happens every year, and we will watch cash flow when this is happening.

2. **BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the August 31, 2020 Financial Statements

Moved: Tim Matheney

Seconded: Allaire Wohlgemuth

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

## V. Discussion of the Stars Program and Enrollment Numbers

Have we looked at other recruitment strategies? Share with social workers at different schools, other refugee resettlement agencies.

- Start by assessing: how do we see the mission of the school as related to the Stars program, broad questions, how is this program working to fulfill our mission, where have problems arisen
- Allaire, Neeta, Kenzo would like to join the discussion
- Is the discussion about how to recruit more students or about whether the program should exist? Is the issue getting the numbers up?
- The program became the solution to a number of knotty issues we were facing several years ago: our demographic composition (decline in English Learner population), financial sustainability, and needs of students.
- There are unforeseen issues introduced by the program such as overcrowding of our middle school

## VI. Parent Involvement Initiative

Selina Morales

- Parents on the Board would like to initiate a Board convened parent group that would focus on racial equity at home (not focused on what's happening at school): resources, conversation, tools for parenting with a focus on racial equity. Would fill some needs in the FACTS community. Parent engagement could be an area for growth for FACTS. This would be a committee connected through the Board more than through the staff.
  - Discussion: What initiatives has the school made? What have the past efforts been?
    - School was founded out of racial equity perspective and many school practices reflect that. That's a baseline of where our school stands and where our mission is grounded.
    - In May, FACTS invited parents to participate in discussions of racial justice issues. Found that there was not shared language or shared values, but families sharing stories and their own experiences helped students and families gain understanding and hear different perspectives
    - This is what has attracted some families to FACTS
    - Majority Asian school uniquely positions FACTS. There is so much diversity within the Asian American community (ethnically, generationally, etc.)
- The idea of neighborhood or online meet ups that allow children in small groups to interact in a playful way
  - Question of how to be inclusive
- Opportunities for parents to engage/connect with each other?

## VII. Committee Reports

- Development Committee Alan/Allaire
  - No report
- Policy Committee Pooja Agarwal
  - No report
- Nominations Committee Selina/Heather
  - Meeting with a potential board candidate next month

### **VIII. Approval of Data Sharing Memorandum of Understanding**

*Explanatory Message from the School District: “Each year, the Charter Schools Office (CSO) and District Performance Office (DPO) engage the Pennsylvania Department of Education (PDE) and others to access various student level academic performance data from charter schools. That data is then used to determine the school's performance on various metrics such as PSSA proficiency rates, matriculation rates, and others. Accessing that data is critical to developing reports that contextualize the performance of a school relative to the performance of other schools in the city. Additionally, access to the student level data enables us to report on the performance of various student groups, including historically underserved groups. In order for a charter school to receive complete reports, a Memorandum of Understanding (MOU) must be agreed upon between the charter school and the District, which allows the District to access data needed for reports. This data is used in the Annual Charter Evaluation (ACE) Report, Renewal Evaluation Report (ACE-R) using the Charter School Performance Framework (Framework), and District reports, such as the School Progress Report (SPR).”*

- 3. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves the Data Sharing Memorandum of Understanding with the School District of Philadelphia.

Moved: Pooja Agarwal

Seconded: Tim Matheney

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

### **IX. Need to schedule a Special Meeting of the Board**

FACTS’s Title I Program Schoolwide Plan is due on October 9 and must be approved by the Board. Admin could not complete the plan in time for approval at the September meeting. We propose scheduling a Special Meeting the last week of September/first week of October to approve the plan. The plan will be circulated in advance.

9/28/2020 Monday: Sept 7:30 pm

**X. Other Action Items**

**4. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Kone Elevator for the provision of passenger elevator updates in an amount not to exceed \$11,272.

**5. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Todd Electric for the provision of electrical inspection and repairs in an amount not to exceed \$10,000.

**6. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Educonfident (now named Innovageous) for the provision of consulting and training services related to the transition to Google Classroom and Google Suites in an amount not to exceed \$8800.

**7. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with WB Mason for the provision of school supplies in an amount not to exceed \$15,000.

**8. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Great Minds for the provision of PSSA test prep materials in an amount not to exceed \$5564.

**9. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with No. 1 Express Cleaning for the provision of custodial 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 Global Retirement Services for the provision of investment advisory services in an amount not to exceed \$5,000.

**11. 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 \$85,000.

**12. BE IT RESOLVED** that the Board of Trustees of the Folk Arts-Cultural Treasures Charter School approves contracting with Zoom for the provision of paid teacher and administrator accounts in an amount not to exceed \$5500.

Moved #4-12: Allaire Wohlgemuth  
Seconded: Neeta Patel

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

**XI. Adjournment**

Moved to Adjourn: Heather Davis-Jones

Seconded: Allaire Wohlgemuth

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